



*This meeting will be live-streamed via the Town's website*

## Town of Longboat Key Town Commission

Town Hall  
501 Bay Isles Road  
Longboat Key, FL 34228  
(941) 316-1999  
(FAX) 316-1942

[WWW.LONGBOATKEY.ORG](http://WWW.LONGBOATKEY.ORG)

### - AGENDA - REGULAR WORKSHOP MEETING

1:00 PM

February 18, 2014

#### Pledge of Public Conduct

- We may disagree, but we will be respectful of one another.
- We will direct all comments to issues.
- We will avoid personal attacks.

#### **Call to Order and Pledge of Allegiance**

#### **Public to be Heard**

##### 1. Opportunity for Public to Address Town Commission

At each meeting the Town Commission sets aside a time for the public to address issues that are not on the agenda.

#### **Committee Reports and Communications**

2. Manatee County Special Liaison Report
3. Sarasota County Special Liaison Report
4. ManaSota League of Cities Report
5. ULI Implementation Advisory Committee Update
6. Other Reports

#### **Discussion Items for Consideration of the Town Commission**

##### 7. Automated License Plate Recognition System Update

The Police Chief will provide an update on the Automated License Plate Recognition (ALPR) System that has been in service since August 2013. The system's usefulness as an investigative tool and its crime prevention benefits will be reviewed. Recommended Action: None, informational only.

##### 8. Proposed Interlocal Agreement With Manatee County for Solid Waste Disposal

The current Interlocal Agreement with Manatee County for Solid Waste Disposal expired January 17, 2014. Manatee County is honoring the terms and conditions of this agreement until the proposed agreement is effective. Manatee County and Town staffs propose a new twenty-year contract that also provides for one additional ten-year extension. Recommended Action: Pending discussion, provide direction to Manager.

##### 9. Update on Planning Schedules and Outline Development Plan (ODP) Public Workshop

Planning, Zoning, and Building (PZB) Department Director Alaina Ray will provide an overview on the planning schedules for updates to the Town's Land Development Code (LDC) and ODP processes. The PZB Director will also discuss the ODP Public Workshop held on February 13, 2014. Recommended Action: None, informational only.

## 10. Proposed Ordinance 2014-06, Comprehensive Plan Amendment, Annual Capital Improvements Element (CIE) Update

At their January 21, 2014 Regular Meeting, the Planning & Zoning (P&Z) Board recommended Town Commission approval and forwarded proposed Ordinance 2014-06 to the February 18, 2014, Regular Workshop for Commission consideration. Proposed Ordinance 2014-06 provides for adoption of the required annual update to the five-year schedule of Capital Improvements Elements of the Town of Longboat Key Comprehensive Plan. Recommended Action: Pending discussion, forward Ordinance 2014-06 to the March 3, 2014, Regular Meeting for first reading and public hearing.

## 11. Proposed Ordinance 2014-07, Amending Chapter 158, Special Exception Expirations

At their January 21, 2014, Regular Meeting, the Planning & Zoning (P&Z) Board recommended Town Commission approval and forwarded proposed Ordinance 2014-07 to the February 18, 2014, Regular Workshop for Commission consideration. Proposed Ordinance 2014-07 amends Chapter 158 to modify the expiration date for special exception uses. Recommended Action: Pending discussion, forward Ordinance 2014-07 to the March 3, 2014, Regular Meeting for first reading and public hearing.

## 12. Proposed Ordinance 2014-08, Restructuring Zoning Board of Adjustment (ZBA) Powers and Authority, Assigning Certain Powers to Planning & Zoning (P&Z) Board

At their January 21, 2014, Regular Meeting, the Planning & Zoning (P&Z) Board recommended Town Commission approval and forwarded proposed Ordinance 2014-08 to the February 18, 2014, Regular Workshop for Commission consideration. The Ordinance provides for restructuring of the ZBA powers and authority and assigns certain powers to the P&Z Board in the event there is a lack of a ZBA quorum. Recommended Action: Pending discussion, provide direction to Manager.

## 13. Proposed Ordinance 2014-09, Amending the Fiscal Year (FY) 2013-2014 Budget to Eliminate Infrastructure Surtax Funds from General Fund

Following an internal audit of the Infrastructure Surtax Fund, the Finance Director recommends a change in accounting practice to reduce revenue and expenditures within the General Fund and create appropriations within the Infrastructure Surtax Fund. Proposed Ordinance 2014-09 will amend the FY 2013-14 Budget to eliminate Infrastructure Surtax Funds from the General Fund. Recommended Action: Pending discussion, forward Ordinance 2014-09 to the March 3, 2014, Regular Meeting for first reading and public hearing.

## 14. Proposed Ordinance 2014-10, Amending the Fiscal Year (FY) 2013-2014 Budget in the Amount of \$296,000 for Expenses Related to The Colony and Other Professional Services

The Planning, Zoning, and Building Department is requesting additional funding for contracted services relating to expenses associated with the building code enforcement related to The Colony property and additional departmental funding for contracted building inspection services and staff training to secure additional licensing for current staffing. Proposed Ordinance 2014-01 will amend the FY 2013-2014 Budget to provide for an appropriation from the Building Fund, unappropriated fund balance. Recommended Action: Pending discussion, forward Ordinance 2014-10 to the March 3, 2014, Regular Meeting for first reading and public hearing.

## 15. Proposed Ordinance 2014-11, Budget Transfer, Amending the Fiscal Year (FY) 2013-2014 Budget, in the Amount of \$300,000 from Utility Commission Contingency and Utility Unallocated Unrestricted Reserve Fund Balance for Rehabilitation of Lift Station E

Improvements to Lift Station E, which are part of the Public Works 5-year Capital Improvement Plan, were competitively bid in January 2014. The engineering design, construction, and engineering construction observation costs are higher than the available budget. Proposed Ordinance 2014-11 will amend the FY 2013-2014 Budget, transferring \$300,000 from the Utility Commission Contingency and the Utility Unallocated Unrestricted Reserve Fund Balance to the Lift Station E budget. Recommended Action: Pending discussion, forward Ordinance 2014-11 to the March 3, 2014, Regular Meeting for first reading and public hearing.

**16. Proposed Ordinance 2014-12, Budget Transfer, Amending the Fiscal Year (FY) 2013-2014 Budget, in the Amount of \$250,000, from the Beach Fund to Provide for Legal Costs for Administrative Hearing**

During the defense of a third party challenge associated with the North End Structures, additional funding for the legal services and expert testimony at the administrative hearings is required. Proposed Ordinance 2014-12 will amend the FY 2013-2014 Budget, transferring the required funding from the Beach Fund to provide for the associated costs for the administrative hearing. Recommended Action: Pending discussion, forward Ordinance 2014-12 to the March 3, 2014, Regular Meeting for first reading and public hearing.

**17. Proposed Resolution 2014-06, Budget Transfer in the Amount of \$200,000 from Commission Contingency for Planning and Zoning Expenses**

Proposed Resolution 2014-06 provides for a budget transfer of \$200,000 from Commission Contingency to provide funds for planning services related to developing the Town Center concept and for consulting services to amend the Town's Zoning Code. Recommended Action: Pending discussion, forward Resolution 2014-06 to the March 3, 2014, Regular Meeting for formal action.

**18. Proposed Resolution 2014-07, Budget Transfer in the Amount of \$37,885 from Planning, Zoning and Building Department to Police Department for Transfer of Code Enforcement Officer**

A new full-time Code Enforcement Officer was recently hired and the position now is placed within the Police Department. Proposed Resolution 2014-07 provides for the funding allocated for this position be transferred from the Planning, Zoning, and Building Department to the Police Department. Recommended Action: Pending discussion, forward Resolution 2014-07 to the March 3, 2014, Regular Meeting for formal action.

**19. Proposed Resolution 2014-08, Budget Transfer in the Amount of \$13,000 from Town Commission Contingency to Public Works Professional Services, Other, for Consulting Services for Solid Waste Services Bid (Kessler)**

Proposed Resolution 2014-08 provides for a budget transfer of \$13,000 from Commission Contingency to provide funds for consulting services related to the Requests for Proposals for Solid Waste Services for the Town. Recommended Action: Pending discussion, forward Resolution 2014-08 to the March 3, 2014, Regular Meeting for formal action.

**20. Pension Discussion**

The Town Manager will provide an update on the status of the pension issues. Recommended Action: None, informational only.

<b>Town Commission Comments</b>
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<b>Town Attorney Comments</b>
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<b>Town Manager Comments</b>
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Demonstration of New Agenda Download Process

<b>Press to be Heard</b>
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<b>Adjournment</b>
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No verbatim record by a certified court reporter is made of these proceedings. Accordingly, any person who may seek to appeal any decision involving the matters noticed herein will be responsible for making a verbatim record of the testimony and evidence at these proceedings upon which any appeal is to be based (see Section 286.0105, Fla. Stat.). In accordance with the Americans with Disabilities Act and Section 286.26, F.S., persons needing a special accommodation to participate in this proceeding should contact the Town Clerk's office at 941-316-1999 forty-eight (48) hours in advance of this proceeding. If you are hearing impaired, please call 941-373-7002.